

**BOARD OF FINANCE
SALEM, CONNECTICUT
MEETING MINUTES
FEBRUARY 26, 2015**

PRESENT

TJ Butcher
Carole Eckart
David Kennedy
Janet Griggs
Jenifer Lee, Alt
Robert Sartori

ABSENT

George Householder
John Dolan, Alt
Hernan Salas, Alt

GUESTS

Cheryl Philopena
Len Giambra
Rachael Gaither
Edward Natoli
Gloria Fogarty
James Savalle

CALLED TO ORDER

TJ Butcher called the meeting to order 7:01 pm

RECOGNITION OF VISITORS

There were no visitors that wished to be recognized in attendance

SEAT ALTERNATE IF NEEDED

M/S/C – Kennedy/Griggs to seat Jenifer Lee as a full Board member for this meeting.

Vote: Approved unanimously

COMMUNICATIONS

Thank you card from Virginia Casey (See File Copy)

ADDITIONS TO AGENDA

None

AGENDA,

1. APPROVE MEETING MINUTES FEBRUARY 12, 2015 REGULAR MEETING

M/S/C- Griggs/Eckart - to approve the February 12, 2015 meeting minutes as submitted

Vote: Approved

Abstained: Butcher

2. PUBLIC COMMENTS

None

3. SELECTMAN'S REPORT

Lyden presented his Selectman's report. Lyden stated that he has received three audit proposals back from local auditing firms. Lyden stated that Butcher and Householder will be reviewing the proposal and sharing that information with the rest of the Board at the March 12, 2015 meeting. He stated he will forward the proposals to the town clerk for posting of pertinent information; at that point it will be up to the BOF to review the proposals and make a decision. Butcher asked for discussion on the audit proposal review to be added to the March 12, 2015 BOF agenda.

Lyden stated that Lisa Jablonski will be replacing Virginia Casey on Monday, March 03, 2015. Lyden stated that Cheryl Miller will be working with Jablonski. He stated that Jablonski has HR, finance, accounting, school district and municipal experience. He also stated that she has a bachelors' degree in accounting. Lyden stated that Jablonski resides in Colchester.

Lyden stated that Virginia Casey will be working on FEMA paperwork for the town.

Lyden stated that the snow budget employee salary line has been helped by having an employee on workman's comp. Lyden stated that the bills are still be received for sand/salt deliveries; and he will have a total shortly.

4. PROPOSED APPROPRIATIONS FOR THE 2015/2016 FISCAL YEAR

A. # 116 ASSESSOR

Lyden presented the Assessor Budget (See File Copy). Lyden stated that the slight increase is due to the increase in line item, 5-116-205, Board of Assessment Appeals.

M/S/C – Kennedy/Griggs to approve Dept. # 116- Assessor appropriation in the amount of \$ 14,090.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.

Vote: Approved unanimously

B. # 118 TAX COLLECTOR

Cheryl Philopena presented the Tax Collector Budget (See File Copy). Philopena stated the increase of \$800.00 in her budget is for using a mail service to send out the July tax bills.

M/S/C – Griggs/Sartori to approve Dept. # 118- Tax Collector appropriation in the amount of \$ 7,580.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.

Vote: Approved unanimously

C. # 158 LIBRARY

Len Giambra and Rachael Gaither presented the Library Budget (See File Copy). Giambra explained the 9% increase in the budget to the Board. He stated that in Circulation there is a 3% inflation increase and \$1,000.00 in circulation material. In Supplies there is a 1.5% inflation increase, and the cost for replacing 5 computers this year.

M/S/C – Sartori/Eckart to approve Dept. # 158- Library appropriation in the amount of \$ 32,795.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.

Vote: Approved unanimously

D. # 220 GARDNER LAKE FIRE CO.

James Savalle presented the Gardner Lake Fire Co. Budget (See File Copy). Savalle stated that the budget was reduced by \$635.00. He stated that he looked over the budgets from the past three years and used the average for this year's budget.

M/S/C – Eckart/Lee to approve Dept. # 220- Gardner Lake Fire Co. appropriation in the amount of \$ 73,110.00.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.

Vote: Approved unanimously

E. # 230 AMBULANCE

James Savalle presented the Ambulance Budget (See File Copy). Savalle stated that the budget was reduced by \$170.00 by using a three year budget average.

M/S/C – Kennedy/Lee to approve Dept. # 230- Ambulance appropriation in the amount of \$ 41,395.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.

Vote: Approved unanimously

F. # 600 ECONOMIC DEVELOPMENT

Lyden presented the Economic Development Budget (See File Copy). Lyden stated the budget was reduced by \$300.00.

M/S/C – Eckart/Griggs to approve Dept. # 600- Economic Development appropriation in the amount of \$ 2,200.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.
Vote: Approved unanimously

G. # 610 CONSERVATION COMMISSION/IWCC

Edward Natoli presented the Conservation Commission/IWCC Budget (See File Copy). Natoli stated the some of the decrease in the budget is from classes now being available online, for free, for members. He also stated that the commission was able to reduce the budget request for legal services because there isn't much going on in town right now. Natoli stated that GIS Expense was reduced because everything is in the system now and they have a member that works actively in the system and can help with any problem that the commission may have.

M/S/C – Griggs/Kennedy to approve Dept. # 610- Conservation Commission/IWCC appropriation in the amount of \$ 2,400.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.
Vote: Approved unanimously

H. # 630 PLANNING AND ZONING

Gloria Fogarty presented the Planning and Zoning Budget (See File Copy). Fogarty stated that the budget is reduced by 20%. Fogarty stated that the reduction in engineering and legal fees is the main reason for the reduction in the budget.

M/S/C – Griggs/Eckart to approve Dept. # 630- Planning & Zoning appropriation in the amount of \$ 24,000.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.
Vote: Approved unanimously

I. # 640 ZONING BOARD OF APPEALS

Lyden presented the Zoning Board of Appeals Budget (See File Copy).

M/S/C – Eckart/Griggs to approve Dept. # 640- Zoning Board of Appeals appropriation in the amount of \$ 800.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.
Vote: Approved unanimously

J. # 710 MUNICIPAL INSURANCE

Lyden presented the Municipal Insurance Budget (See File Copy).

**M/S/C – Sartori/Lee to approve Dept. # 710- Municipal Insurance appropriation in the amount of \$ 102,000.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.
Vote: Approved unanimously**

K. # 810 UNANTICIPATED EXPENSES

Lyden presented Unanticipated Expenses Budget (See File Copy).

**M/S/C – Eckart/Lee to approve Dept. # 810- Unanticipated Expenses appropriation in the amount of \$ 1,000.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.
Vote: Approved unanimously**

L. # 935 REVALUATION

Lyden presented the Revaluation Budget (See File Copy).

**M/S/C – Eckart/Lee to approve Dept. # 935- Revaluation appropriation in the amount of \$ 44,000.00, subject to review/revision/table amount at the 3/27/15 BOF meeting for presentation at the public hearing.
Vote: Approved unanimously**

**M/S/C- Kennedy/Lee- to adjourn at 8:13pm.
Vote: Approved Unanimously**

**Respectfully Submitted
Cindy Noe,
Recording Secretary**